

FINAL PLAT APPLICANT'S TECHNICAL CHECKLIST

(For particular details, please see the Lancaster County Land Subdivision Regulations)

NAME OF FINAL

PLAT: _____

LOCATION: _____

FORM OF FINAL PLAT

- ☐ 16 x 22 - on one sheet if possible - 8.02(a)
- ☐ Drawn in ink or photographed on tracing cloth or mylar - 8.02(b)
- ☐ Signatures in black opaque ink - 8.02(b)
- ☐ Blank margins of ½ inch and outline - 8.02(c)
- ☐ Scale of 1:20, 1:30, 1:40, 1:50, 1:60 or 1:100 - sufficient to show all required information clearly - 8.02(d)
- ☐ Number and total number of sheets - index sheet if more than two sheets - 8.02(e)
- ☐ Boundary of the subdivision shall be indicated - 8.02(f)

CERTIFICATES AND ACKNOWLEDGMENTS

- ☐ Owner's acknowledgment and offer of dedication - 8.03(a)
- ☐ Surveyor's certificate - 8.03(b)
- ☐ Planning Commission approval certificate - 8.03(c)
- ☐ County Board approval and acceptance certificate - 8.03(d)
- ☐ All affidavits, certificates, acknowledgments, endorsements, dedications and notarial seals as are required by Law and the provisions of this title - 8.03(e)

(Examples of acceptable forms are attached)

DATA REQUIRED ON THE FINAL PLAT

- ☐ Sufficient data to determine all existing and placed stakes and to locate and retrace all lots, blocks and parcels and the boundary of the subdivision - 8.04(a)(1)
- ☐ All dimension shall be to the nearest .01 of a foot - 8.04(a)(2)
- ☐ Lot, outlot and block dimensions - 8.04(a)(3)
- ☐ Lot, outlot and block designations - 8.04(a)(4)
- ☐ Areas reserved for public use - must clearly identify which are private and which are public - 8.04(a)(5)
- ☐ If park land for use of public, must have an outlot letter and be included in the dedication - 8.04(a)(5)
- ☐ If park land is private, must state so and provide maintenance agreement - 8.04(a)(5)
- ☐ Streets, whether public or private must include the following - 8.04(a)(5)
 - ☐ Location
 - ☐ Name
 - ☐ Centerline
 - ☐ Centerline radius
 - ☐ Length and interior angle of horizontal curves
 - ☐ Tangent length
 - ☐ Width
 - ☐ If private, must provide a public access
- ☐ Location, width and purpose of all easements - 8.04(a)(6)
- ☐ Location and identification of all section corners - 8.04(a)(7)
- ☐ Total number of lots and outlots and total number of acres - 8.04(a)(8)

REQUIRED ON EACH SHEET

- ☐ Name of each Subdivision - 8.04(b)(1)
- ☐ Scale - 8.04(b)(2)
- ☐ Sheet number and total number of sheet comprising the subdivision - 8.04(b)(4)

OTHER DOCUMENTS REQUIRED

- ☐ Tax payment status form - 3.12(a)(1)
- ☐ Special assessment status form - 3.12(a)(1)
- ☐ Certificates of Title or Title Opinion - 3.12(a)(2)

CONFORMS TO APPROVED PRELIMINARY PLAT OR APPROVED CUP

- ☐ Meets and bounds description
- ☐ Lot dimensions and configurations
- ☐ Street names
- ☐ Street alignment
- ☐ Reasons for differences

ANY OTHER INFORMATION OR COMMENTS RELATED TO THE FINAL PLAT:

Applicant's Signature: _____ Date: _____